

## St Benedict's College Annual Action Plan 2015

<b>Priority #3: Professional Practice and Collaborative Relationships</b>					
Strategic Intents	Strategies	Personnel	Timeline	Indicators	Outcomes
3.1 Structures, processes and collaboration with clergy and parish bodies to strengthen the shared mission of parish and school	Further enhance partnership with St Benedict's Primary School, the Holy Cross Parish and the St Benedict's community.	Principal, Deputy, APRE, APA (all staff involved)	Ongoing	Fr John/Fr Bryan to visit the College regularly. Greater presence at College. Students to attend parish Mass celebrations	Fr John/Fr Brian YL masses, College mass, Awards evening Parish mass times publicised and students encouraged to attend with family or independently Several marquee parish events promoted within the college and supported by youth group students
	Sacramental Program – preparation of student for receiving the sacraments run by the school for the parish in consultation with the PP	APRE, Religion teachers	Ongoing	Student participation in RCI program	Individual students encouraged to receive sacraments through the parish
3.2 Partnerships that provide for consultation and engagement with parents as the primary educators of their children in the mission of the Catholic school.	Facilitate and enable parents to take an active role in their son / daughter's learning and faith development.	All staff	Ongoing	Communication through eDiary, LMS and Parent/Student/Teacher interviews.	Main communication via the fortnightly college newsletter. PC & PL phone calls as needed eDiary – developing Parent Teacher Student conferences - a very powerful means for parent input into child's education
	Central role of the PC teacher refined and promoted with students and parents.	All staff	Ongoing	Students and Parents develop a meaningful relationship with the PC teacher	PC teacher is first point of contact for parents at the college. Relationship established between PC teacher-student-parent.
	Parent Portal to be launched and maintained	Leadership, Lea	Term 1/ongoing	Parent portal is the parents first port of call when they want information about or communication with the college	Portal developed ready for launch at start of 2016
	Refinement of induction program for new students and families	Leadership	Ongoing	Positive feedback from new students and families. They settle in to the new community quickly and easily.	New students inducted by PL, APA, DP PC teacher arranges buddies and contacts home at end of students first week
	Establishment of a College Pastoral Board	Leadership	End of Sem. 1	College Board formed and functioning	Despite several attempts there was insufficient parental interest to get this established
	P&F development	Leadership	Ongoing	Greater participation in the P&F	P, APA & BM all attending monthly meetings. First working bee completed. P&F contributions to Music for purchase of instruments (band) and Sport/HPE for twelve 6x3 House shade marques
<b>Priority Three Component for review in 2015 3.4 Partnerships &amp; Relationships</b>					

3.3 A comprehensive approach to staff well-being and development including professional learning, professional standards, performance management and pastoral care.	Staff engage in professional learning that incorporates their own personal interests and College priorities.	All Staff	Ongoing	Staff attendance to PD sessions. (E.g. Visible Learning workshops, Behaviour Support)	Extensive PL opportunities for all staff in teaching area or College priority areas
	Staff engage in social activities	All Staff	Ongoing	Some activities organised and conducted; staff birthdays recognised	Monthly celebration of staff birthdays, acknowledgement of significant events in the lives of staff and their families. Occasional drinks & nibbles throughout the year. Staff Christmas celebration,
	Staff develop and implement a plan to form a Staff Social Club	Interested individuals	By end Term 2	A Staff Social Club is formed and operational	Friday afternoon drinks and nibbles, SSC lunch days Staff Club established and functioning
3.4 Leadership development and succession planning informed by the mission and purpose of Catholic Education.	Staff induction highlights the BCE Leadership Framework	Principal, Deputy, APRE, APA	Ongoing	Staff awareness of BCE leadership opportunities	Staff induction & handbook Staffroom noticeboard, P, DP, HODs
	Formation of a Student Representative Council	Leadership, PL, interested staff	Term 2	SRC formed and function	SRC formed and functioning. Played a role several college events and represented the college at several functions and events.
3.5 Development of professional learning communities both within schools and across the wider BCEO community.	Staff maintain involvement with professional and community groups	Principal, Deputy, APRE, APA (all staff)	Ongoing	Staff maintain attendance and membership to professional bodies and committees	Regularly scheduled, productive faculty meetings were held and minutes place on staff portal.
	Staff attend faculty meetings	Deputy (all staff involved)	Ongoing	Regularly scheduled, productive faculty meetings are held.	
3.6 Productive links are forged with professional bodies and institutions, the broader community and government agencies.	Support services and external agencies are accessed as required	Principal, Deputy, APRE, APA, STIE, Guidance Councillor (all staff involved)	Ongoing	Staff link with external agencies such as Centacare; Moreton Bay Regional council; St Vincent de Paul etc. at various times throughout the year.	Service day, Seasons Aged Care, St Vincent de Paul, Caritas, MBRC Health, Community grants activity, MBRC carols on the Corso, PRDSA for sport
	Reports and pictures in local media	All staff	Ongoing	Compilation of media reports involving SBC	SBC regularly featured in a variety of local papers, magazines and websites
	Greater college participation in the local community	All staff	Ongoing	Increase in the number and variety of community events SBC are involved in	SBC continued to be involved in a wide variety of community events.
	More involvement/links to local activities, events and clubs for individual SBC students to participate in	All staff	Ongoing	Promotion of activities, events and clubs on notice boards at the college and in college media	More work required to get individuals to enter various competitions and events.

<p>3.7 A safe healthy and productive school environment for students, staff and community.</p>	<p>Develop and maintain a safe, healthy and productive school environment for students, staff and the community.</p> <p>SWPBSP promoted with students and parents</p> <p>Behaviour Education Program implemented</p> <p>Positive transition to secondary strategy</p>	<p>WHSO, Principal, Deputy, APRE, APA</p> <p>(all staff involved)</p> <p>APA</p> <p>APA, PL, STIE</p> <p>All staff</p>	<p>On going</p> <p>On going</p> <p>On going</p> <p>Ongoing</p> <p>End Sem. 1</p> <p>End of Term 1</p>	<p>Shared understanding of safety practice and procedures.</p> <p>Minimal incidents of WPHS issues</p> <p>Safety posters and alerts are evident throughout the college</p> <p>Safety/maintenance issues are reported and logged on the portal</p> <p>Promotion of SWPBSP at assemblies, in the newsletter and on the PP</p> <p>Program planned and implemented</p> <p>Positive contact with home for all students in PC by the end of T1</p> <p>Parent welcome BBQ</p> <p>Ongoing contact with home as required for the student to develop</p> <p>Welcome letters for incoming Yr. 7s</p>	<p>WH&amp;S committee formed</p> <p>Records of incidents recorded on sickbay log</p> <p>Non-urgent safety/maintenance issues are reported and logged on the portal</p> <p>Urgent safety / maintenance to SP/CM</p> <p>Promotion of SWPBSP at YL assemblies, college assemblies and in the college newsletter.</p> <p>Program used in specific circumstances with individual students as required</p> <p>Positive contact with home for all students in PC by the end of T1</p> <p>Parent welcome BBQ format revised and event a huge success</p> <p>Ongoing contact with home as required for the student to develop</p> <p>Welcome letters for incoming Yr. 7s sent at the end of 2015</p>
<p>3.8 Consultation and collaborative partnerships are evident among schools and between schools and BCEO.</p>	<p>Collaborative experiences are promoted to enhance the achievement of strategic goals.</p>	<p>Principal, Deputy, APRE, APA</p>	<p>On going</p>	<p>Attendance at BCE Cluster / Network days and consultation forums.</p> <p>College representation at sporting meetings.</p> <p>Visits to other schools to share practice</p> <p>Inviting in BCEO staff to inform assist in evaluating and informing College practices.</p>	<p>CM, CD, TC, CB – Cluster meeting</p> <p>CM – Leading Learning</p> <p>TC – Stepping Up</p> <p>MG – PRDSA meetings</p> <p>JP/KR – BEP St Mary's</p> <p>Jay – ASD project</p>